


# Office of the Town Clerk

<http://lexingtonma.gov/townclerk.cfm>





## Lexington, Massachusetts

Home | News & Events | Residents | Visitors | Businesses | Town Government | FAQs | Online Services

### Town Clerk's Office

**Office Hours:** 8:30 a.m. – 4:30 p.m., Monday through Friday

**General Information Line:** 781-698-4550

**FAX:** 781-861-2754

**Email:** [townclerk@lexingtonma.gov](mailto:townclerk@lexingtonma.gov)  
[archives@lexingtonma.gov](mailto:archives@lexingtonma.gov)

**Directory:** all numbers are in area code 781

<b>Town Clerk</b>	<b>Nathalie L. Rice</b>	<b>698-4557</b>	<a href="#">email</a>
<b>Assistant Town Clerk</b>	<b>Dianne Snell</b>	<b>698-4552</b>	<a href="#">email</a>
<b>Administrative Assistant</b>	<b>Lisa Maguire</b>	<b>698-4555</b>	<a href="#">email</a>
<b>Municipal Clerk</b>	<b>Carmelina Fiore</b>	<b>698-4553</b>	<a href="#">email</a>
<b>Municipal Clerk</b>	<b>Kelley Cutone</b>	<b>698-4554</b>	<a href="#">email</a>
<b>Archivist</b>	<b>Nasrin Rohani</b>	<b>698-4556</b>	<a href="#">email</a>

**Description of Services:**

The Town Clerk acts as the Town's chief election official, recording officer, registrar of vital statistics, public records officer, and licensing officer. The Clerk works with the Board of Registrars to promote and maintain voter registration and voter records. The Clerk maintains records of adopted municipal code, bylaws, oaths of office, resignations and appointments. The Clerk's staff issues marriage licenses, dog licenses and business certificates. The Town Clerk's office responds to inquiries from the public and serves as a central information point for the Town.

[Vital Records](#)

Birth  
Marriage  
Death

[Census and Resident Information](#)

[Licensing](#)

Business Certificate  
Dog License  
Hunting, Fishing License  
Fuel Storage Registration  
Raffle Permit

[Elections](#)

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[Am I Registered to Vote?](#)

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Committee Operation,  
Records Minutes, Reports

[Public Records and Public Meetings](#)

# Records of Births, Marriages & Deaths

Commonwealth of Massachusetts.

## RETURN OF A BIRTH.

No. 879

1. Date of Birth, . . . March 19 '86  
 2. Full Name of Child, . . .  
 3. Color, \* . . .  
 4. Sex, (and if twin or illegitimate,) Male  
 5. Place of Birth, . . . Lexington Mass  
 6. Name of Father, . . . Wm R Munroe  
 7. Residence, . . . Lexington  
 8. Occupation, . . . Paper Manufacturer  
 9. Birthplace, . . . Lexington  
 10. Name of Mother, . . . Alice B. Cookin  
 (Maiden Name,) . . .  
 11. Residence, . . . Lexington  
 12. Birthplace, . . . Boston Mass

Dated at Lexington March 24 1886

\* If other than White. (A.) African. (M.) Mulatto. (I.) Indian. If of other Races, specify what.

[Be very particular to fill all Blanks.]

J. O. Tilton, M.D.

Commonwealth of Massachusetts.

## CERTIFICATE OF MARRIAGE.

No. 4

1. Full Name of GROOM, William R. Munroe  
 2. Color, \* . . .  
 3. His place of Residence, . . . Lexington  
 4. Age, . . . 30  
 5. Occupation, . . . Paper Manufacturer  
 6. Number of the Marriage, . . . First  
 7. His place of Birth, . . . Lexington  
 8. Father's Name, . . . Samuel S.  
 9. Mother's Name, . . . Alice B.  
 10. Full Name of BRIDE, Helen H. Cookin  
 (Maiden Name, if a Widow), . . .  
 11. Color, \* . . .  
 12. Her place of Residence, . . . Lexington  
 13. Age, . . . 22  
 14. Occupation, . . .  
 15. Number of the Marriage, . . . First  
 16. Her place of Birth, . . . Boston  
 17. Father's Name, . . . Samuel H.  
 18. Mother's Name, . . . F. C.

The intentions of Marriage by the parties above named were duly entered by me in Records of the Town of Lexington according to law, this 25 day of May A.D. 1885.

Leonard A. Barille Town Clerk.

The parties above named were joined at Boston by me, this Fourth day of June A.D. 1885.

Attest, †

Rufus Ellis Parker  
106 Marlborough St.

\* If other than White. (A.) African. (M.) Mulatto. (I.) Indian. If of other Races, specify what. † Stating Official Station and Residence.

[Be very particular to fill all Blanks. See reverse of this page.]

Commonwealth of Massachusetts.

## RETURN OF A DEATH.

To the Clerk of the Town in which the Death occurred.

No. . . .

1. Date of Death, . . . Sept 6, 1889  
 2. Name, . . . Wm R Munroe  
 (Maiden Name), \* . . .  
 (Name of Husband), \* . . .  
 3. Sex, and whether single, Male, married  
 Married, or Widowed, . . .  
 4. Color, † . . .  
 5. Age, . . . 34 Years, 5 Months, 14 Days.  
 (Disease or Cause of Death, . . . Ulcer of Stomach  
 Duration of Sickness, . . .  
 By whom certified, . . . J. O. Tilton M.D.  
 7. Residence, . . . Lexington Mass  
 8. Occupation, . . . Paper mfg  
 9. Place of Death, . . . Lexington  
 10. Place of Birth, . . .  
 11. Name of Father, . . . James S. Munroe  
 12. Name of Mother, . . . Alice B.  
 13. Birthplace of Father, . . . Lexington  
 14. Birthplace of Mother, . . .  
 15. Place of Interment, . . . Mount Auburn

Signature of Undertaker or other person making the Return, . . .

CHARLES T. WEST,  
Undertaker & Embalmer,

DATED at Sept 7, on Lexington 1889

\* If a Married Woman or Widow.

† If other than White. (A.) African. (M.) Mulatto. (I.) Indian. If of other Races, specify what.

[Be very particular to fill all Blanks.]

# Records, Filings & Licensing

1805

TOWN OF LEXINGTON  
DECISION OF THE BOARD OF APPEALS

Subject Property: 66 Munroe Road, Map 1  
Applicant and Property Owner: Ying Chen  
Hearing Date: September 10, 2015

Pursuant to notice in the *Lexington Minuteman*, a circulation in the Town of Lexington, published on August 2015, and notice sent by mail, postage prepaid, to all part provisions of Massachusetts General Laws Chapter 40A, by said Chapter 40A, a public hearing was held on Septer Office Building on the petition of Ying Chen, filed on Augu MODIFICATION OF A SPECIAL PERMIT, as set forth in t of the Town of Lexington to allow modification of a special at 66 Munroe Road.

Board Members Present: Chairwoman Jeanne K. P  
Associate Members Ralph D. Clifford, Laura Hussong and  
Also present was Alternate James A. Osten

Administrative Staff present: David George, Zoning Admin

Petitioner submitted the following with the applica justification: plot plan; elevations; floor plans; a copy of a September 11, 2014 and grading and drainage plans.

Prior to the hearing, the petition and supporting dal Zoning Administrator, Building Commissioner, Conservati Engineer, Health Director, Planning Director and Board of received from the Building Commissioner, Conservation A Administrator.

Ying Chen, owner of the property, presented the pi

The applicant seeks to demolish the existing struct single family, 2,072 sq. ft., 2 1/2-story structure. The prop located 7.2 ft. from the front lot line and would comply wit setbacks.

The Board granted the applicant a special permit o allow reconstruction of the nonconforming structure. Bec made to the plans the applicant is requesting a modifiati special permit.

Nature and Justification of Request (please  
MAJOR MODIFICATION INCLUDES: REDUCING THE BASEMENT CEILING HEIGHT TO UNDER 7-0" TOOK CRAWLING IT AS A "CRAWL SPACE" AND THE ADDITION OF FRONT AND REAR DORMERS AT THE ATTIC LEVEL. TOTALING NO MORE THAN 50% OF THE MAIN ROOF TO MAINTAIN GUTTER STATUS AS A HALF STORY.

PETITIONER OR REPRESENTATIVE MUST ATTEND THE HEARING.

Signature of Applicant/Petitioner (or Representative): *[Signature]*


Schedule of Filing Fees-October 17, 1999

	Residential	Non-Residential
Variance	\$100	\$200
Special Permit	\$100	\$200
Appeal	\$100	\$200
Renewal	\$100	\$200

Sign: \$100  
Special Permit with Site Plan Review (SPS) \*  
Comprehensive Permit \*  
\*varies with size of project

Revised March 10, 2014

1805

 **Town of Lexington**  
Town Clerk's Office

Nathalie L. Rice, Town Clerk

Tel: (781) 862-0500 x84558  
Fax: (781) 861-2754

Date: 10/28/2015

I hereby certify that twenty days have elapsed since the decision of the Board of Appeals on 9/10/2015:

Ying Chen  
66 Munroe Rd  
Book 1420 / Page 132  
Special Permit Modification

filed on 10/6/2015, in the Office of the Town Clerk. No appeal was filed in the Office of the Town Clerk within the 20-day period.

Attest:

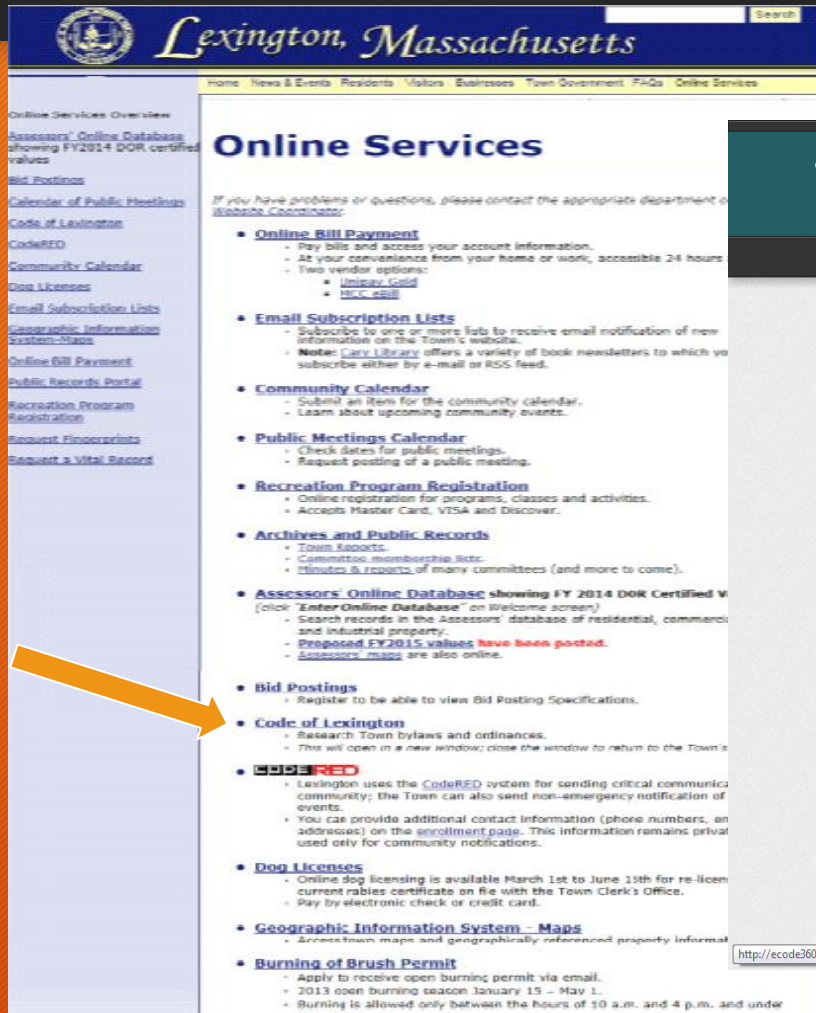
*[Signature]*  
Nathalie L. Rice  
Town Clerk

1625 MASSACHUSETTS AVENUE • LEXINGTON, MASSACHUSETTS 02420





# Code of Lexington - Bylaws, Regulations & Special Acts



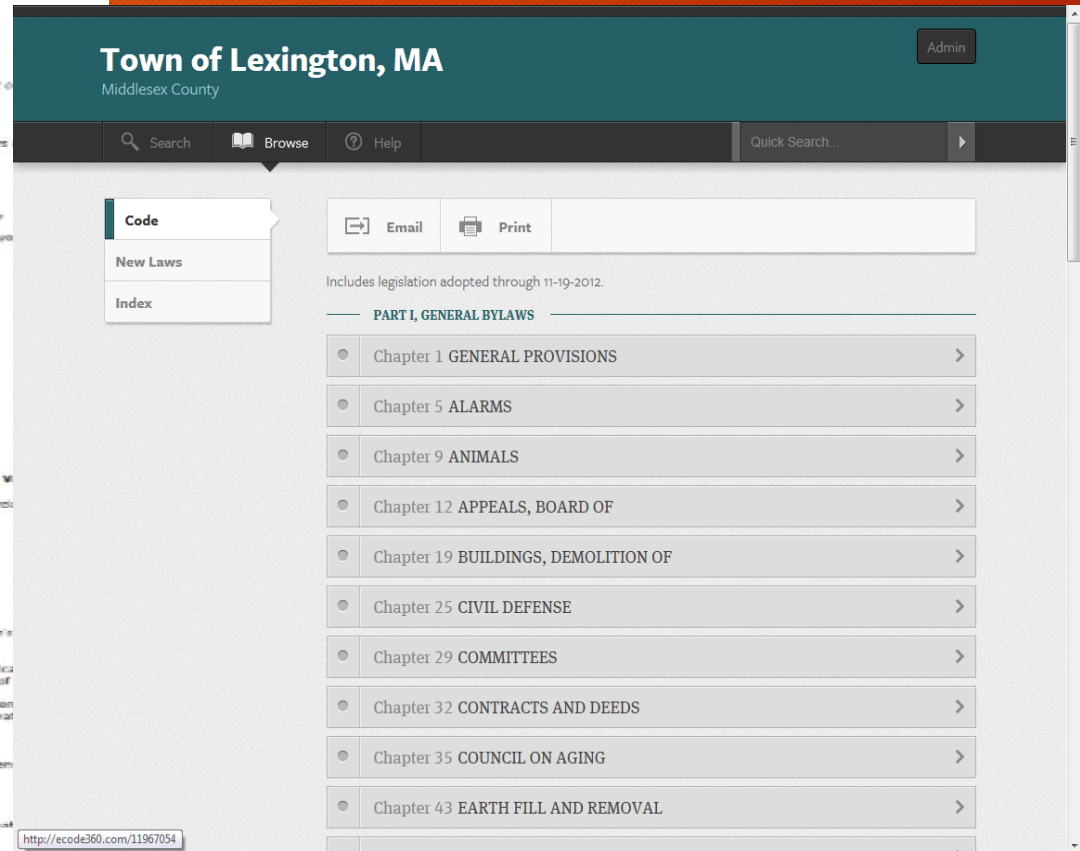
**Lexington, Massachusetts**

Home | News & Events | Residents | Visitors | Businesses | Town Government | FAQs | Online Services

## Online Services

If you have problems or questions, please contact the appropriate department or Website Coordinator.

- Online Bill Payment**
  - Pay bills and access your account information.
  - At your convenience from your home or work, accessible 24 hours
  - Two vendor options:
    - [Lexington Solid](#)
    - [MFC Bank](#)
- Email Subscription Lists**
  - Subscribe to one or more lists to receive email notification of new information on the Town's website.
  - Note:** [Lexington Library](#) offers a variety of book newsletters to which you subscribe either by e-mail or RSS feed.
- Community Calendar**
  - Submit an item for the community calendar.
  - Learn about upcoming community events.
- Public Meetings Calendar**
  - Check dates for public meetings.
  - Request posting of a public meeting.
- Recreation Program Registration**
  - Online registration for programs, classes and activities.
  - Accepts Master Card, VISA and Discover.
- Archives and Public Records**
  - Town Reports.
  - Committee membership lists.
  - Minutes & reports of many committees (and more to come).
- Assessors' Online Database showing FY 2014 DOR Certified V**  
(click "Enter Online Database" on Welcome screen)
  - Search records in the Assessors' database of residential, commercial and industrial property.
  - Proposed FY2015 values have been posted.**
  - [Assessors' maps](#) are also online.
- Bid Postings**
  - Register to be able to view Bid Posting Specifications.
- Code of Lexington**
  - Research Town bylaws and ordinances.
  - This will open in a new window; close the window to return to the Town's
- CODE RED**
  - Lexington uses the [CodeRED](#) system for sending critical community; the Town can also send non-emergency notification of events.
  - You can provide additional contact information (phone numbers, an addresses) on the [enrollment page](#). This information remains private used only for community notifications.
- Dog Licenses**
  - Online dog licensing is available March 1st to June 15th for re-licensing current rabies certificate on file with the Town Clerk's Office.
  - Pay by electronic check or credit card.
- Geographic Information System - Maps**
  - Aerostreet maps and geographically referenced property information
- Burning of Brush Permit**
  - Apply to receive open burning permit via email.
  - 2013 open burning season January 15 - May 1.
  - Burning is allowed only between the hours of 10 a.m. and 4 p.m. and under



**Town of Lexington, MA**  
Middlesex County

Admin

Search Browse Help Quick Search...

**Code**

- New Laws
- Index

Email Print

Includes legislation adopted through 11-19-2012.


**PART I, GENERAL BYLAWS**

- Chapter 1 GENERAL PROVISIONS
- Chapter 5 ALARMS
- Chapter 9 ANIMALS
- Chapter 12 APPEALS, BOARD OF
- Chapter 19 BUILDINGS, DEMOLITION OF
- Chapter 25 CIVIL DEFENSE
- Chapter 29 COMMITTEES
- Chapter 32 CONTRACTS AND DEEDS
- Chapter 35 COUNCIL ON AGING
- Chapter 43 EARTH FILL AND REMOVAL

<http://ecode360.com/11967054>

# Open Government – Public Meetings, Notices, & Agenda








<http://www.egovlink.com/lexington/events/calendar.asp>

Welcome to the Town of Lexington, MA, Public Meetings Calendar 

Today is Thursday, November 5, 2015.


[View Calendar by Event List](#) | [SEARCH for Calendar Items](#) | [Print the Calendar](#)

Previous Month November 2015 Next Month						
View: All Categories						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2 • Maria Hastings Site Council • Sidewalk Committee • Ad Hoc Grain Mill Alley Steering Committee • Board of Selectmen • Conservation Commission • More...	3 • Capital Expenditures Committee	4 • Council on Aging • Trustees of Cary Memorial Library, Executive Comm. • Energy Conservation Committee • Town Celebrations Committee • Planning Board • More...	5 - Today • Battle Road Scenic Byway Committee • Community Preservation Committee • Commission on Disability • Monuments & Memorials • SEPAC/SEPTA • More...	6 • Board of Assessors • Bowman School Site Council • Lexington Human Rights Committee	7
8	9 • Transportation Advisory Committee • School Committee • Capital Expenditures Committee • Lexington Council for the Arts	10 • Capital Expenditures Committee • Permanent Building Committee • 20/20 Vision Committee-- Subcommittee on Asian Comm	11	12 • School Committee • Board of Appeals	13	14
15	16 • Lexington School Committee	17 • Capital Expenditures Committee • Conservation Commission • School Committee	18 • Town Celebrations Committee • Planning Board	19 • Communications Advisory Committee	20 • 20/20 Vision Committee	21
22	23	24	25	26	27	28
29	30 • 20/20 Vision Committee • Conservation Commission					

Calendar Event List		 Add All to My Calendar
Date/Time	Event	
11/2/2015 7:45 AM	<b>Maria Hastings Site Council</b> Maria Hastings School- Library- 7 Crosby Rd--Agenda Last Updated On: 10/29/2015 9:09:43 AM	 Add to My Calendar
11/2/2015 9:00 AM	<b>("FUTURE DATE") Sidewalk Committee</b> Last Updated On: 12/2/2014 12:48:35 PM	 Add to My Calendar
11/2/2015 9:00 AM	<b>Ad Hoc Grain Mill Alley Steering Committee</b> Town Office Building, Parker Room (G-15), 1625 Mass Ave - AGENDA Last Updated On: 10/28/2015 8:48:06 AM	 Add to My Calendar
11/2/2015 6:00 PM	<b>Board of Selectmen</b> Town Office Building, Selectmen Meeting Room, 1625 Mass Ave. - - Agenda Last Updated On: 10/29/2015 2:38:21 PM	 Add to My Calendar
11/2/2015 6:30 PM	<b>Conservation Commission</b> Town Office Bldg, Parker Room, 1625 Mass Ave AGENDA Last Updated On: 10/29/2015 3:56:22 PM	 Add to My Calendar
11/2/2015 6:30 PM	<b>School Committee</b> Cary Memorial Bldg- Ellen Stone Room- 1605 Mass Ave--Agenda Last Updated On: 10/29/2015 9:05:39 AM	 Add to My Calendar
11/2/2015 7:00 PM	<b>(**CANCELLED**) Capital Expenditures Committee</b> Cary Memorial Building, Ellen Stone Room, 1605 Mass Ave. - -Agenda Last Updated On: 10/30/2015 1:19:59 PM	 Add to My Calendar
11/2/2015 7:30 PM	<b>(**Special Town Meeting**) Special Town Meeting #1 &amp; Special Town Meeting #2</b> Cary Memorial Bldg, Margery Milne Battin Hall, 1605 Mass Ave NOTE: There is a possibility that the Cary Memorial Building renovation project will not be completed in time for Town Meeting to convene in the Margery Milne Battin Hall on November 2. If so, Town Meeting will be relocated to the Clarke Middle School Auditorium. Residents are asked to check the Town's website to confirm the location of Town Meeting. Signage will also be place in front of the Cary Memorial Building if the relocation is necessary. Created By: Town Clerk Last Updated By: Town Clerk on 10/16/2015 2:28:56 PM	 Add to My Calendar
11/3/2015 7:30 AM	<b>Capital Expenditures Committee</b> S. Hadley Public Service Bldg- Training Room -201 Bedford st--Ag Last Updated On: 10/30/2015 8:15:19 AM	
11/4/2015 2:30 PM	<b>Council on Aging</b> Community Center, Dining Room, 39 Marrett Road - AGENDA Last Updated On: 10/28/2015 8:58:48 AM	
11/4/2015 4:00 PM	<b>Trustees of Cary Memorial Library, Executive Comm.</b> Cary Memorial Library, Learning Center, 1874 Mass Ave. - -AGEN Last Updated On: 11/2/2015 1:03:13 PM	
11/4/2015 6:00 PM	<b>Energy Conservation Committee</b> S. Hadley Public Services Building, Room 221, 201 Bedford Street - AGENDA Last Updated On: 11/2/2015 9:14:36 AM	
11/4/2015 7:00 PM	<b>Town Celebrations Committee</b> S. Hadley Public Service Bldg- Caf��- 201 Bedford St--Agenda Last Updated On: 10/29/2015 9:13:58 AM	
11/4/2015 7:00 PM	<b>Planning Board</b> Town Office Bldg- Selectmen Meeting Room-1625 Mass Ave--Age Last Updated On: 10/30/2015 9:54:28 AM	
11/4/2015 7:30 PM	<b>Trustees of Public Trusts</b> Fields Residence, 42 Adams Street, Lexington - AGENDA Last Updated On: 11/2/2015 10:34:27 AM	



# Public Records & Records Portal



Lexington, MA  
Records Portal

Entire Repository

[Lexington Home Page](#) | [Help](#) | [About](#)

**Browse** · **Search**

Breadcrumb Navigation:  
TownOfLexington8

Welcome to The Town of Lexington Records Management System


Folders of records available in the repository are shown on the right.

You may browse for records by clicking on the folders. Use the quick search tool at the top of this page or perform an advanced search of the records by selecting SEARCH above.

The 'File & Document Search Instructions' document (see link to the right) provides directions on searching within folders and documents, and includes search tips and specific instructions for searching the 'Committee Members' document found in the folder named 'Committee Members'.

Note the clickable 'breadcrumb' navigation above the main viewing pane. Once you navigate into a folder, it may be used to quickly browse to a higher level folder.

Please use the HELP link on the top right of the page for further help.

Name	OCRed	Page Count	Volume Name	Template Name
ANNUAL TOWN REPORTS			DEFAULT	
Archival Collections			DEFAULT	
BUILDINGS, LAND, UTILITIES & TRANS REPORTS				
Campaign Finance				
Committee Members			DEFAULT	
ELECTIONS AND TOWN MEETING ACTION			DEFAULT	
ELECTIONS-Preliminary Results			DEFAULT	
Engineering Division Public Documents				
Fire Dept Staffing Study Report			DEFAULT	
Greenway Corridor			DEFAULT	
MINUTES-REPORTS-COMMITTEES ARCHIVE			DEFAULT	
Wright Farm			DEFAULT	
 Inn at Hastings - Board of Appeals Decision 2012-7-26	All	436	DISK13	Property

13 Entries

Document management portal powered by Laserfiche WebLink 8.2.1 © 1998-2012 [Laserfiche](#)



# Municipal Archives

(47)

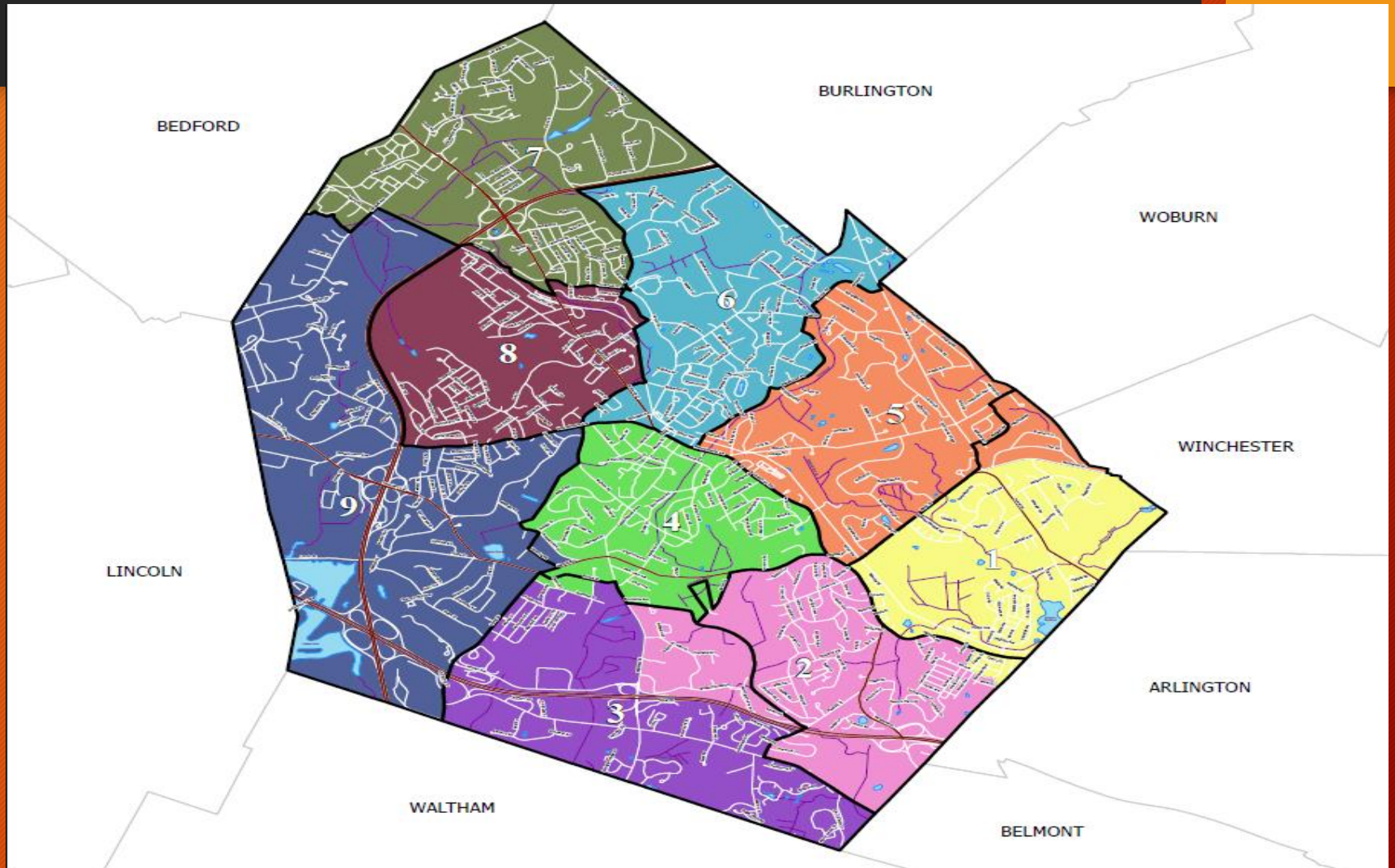
April 15<sup>th</sup> 1799

Then the Selectmen Reso.<sup>d</sup> with Cap<sup>t</sup> J<sup>n</sup><sup>o</sup> Mallen  
Treasurer for all the Moneys that he has Received in  
& paid out since May 7<sup>th</sup> 1798 to the Above date  
and finde due from the Several Collectors the  
following Sums

(Six) J<sup>n</sup><sup>o</sup> Harrington for -- 1784 \$ 38 4 1  
Nathan Munroe 2<sup>d</sup> of 1798 - 99 07 -

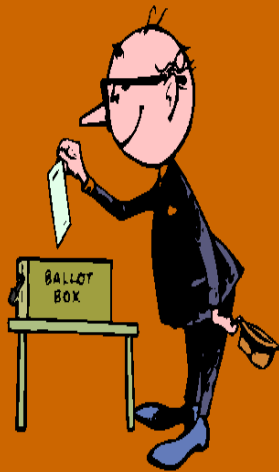
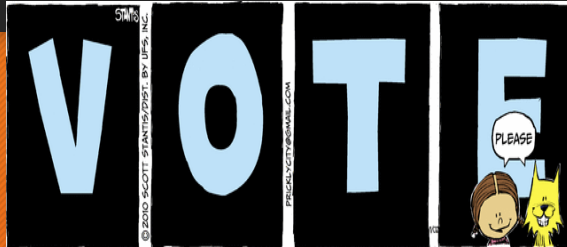
we also finde in the Treasurer hands a Number  
of Notes of hand due to the Town  
we also finde due from the Treasurer to the town  
thirty One Dollars & Ninety four Cents.

# Municipal Census & List of Residents

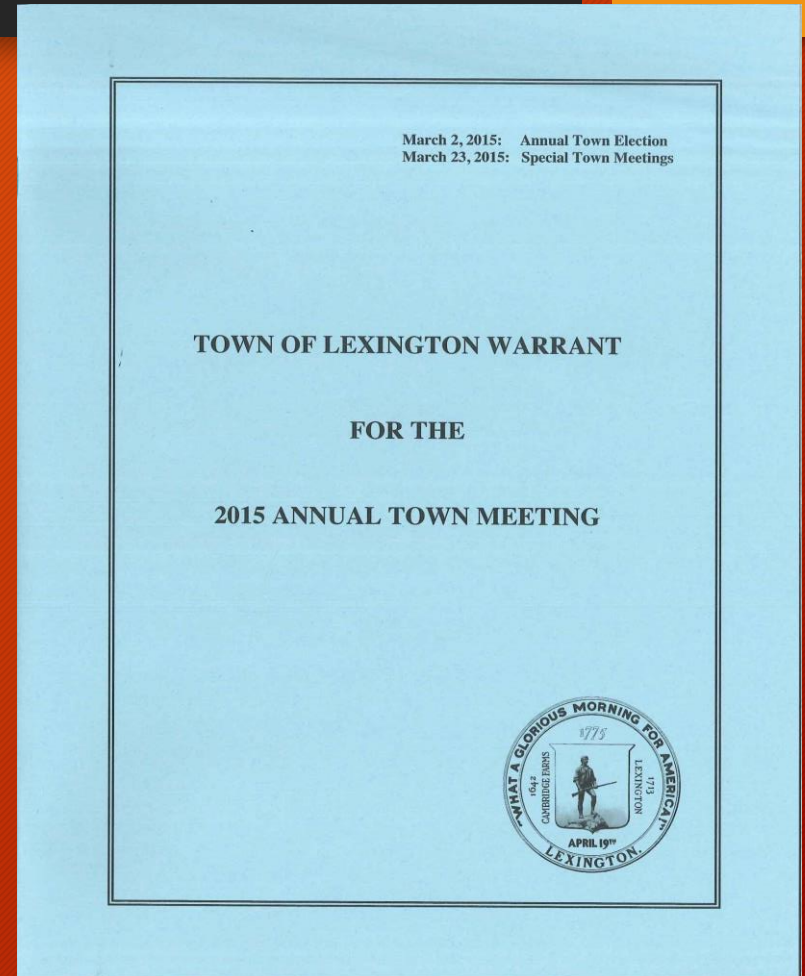




# Elections & Voter Registration



# Town Meeting



# Town Meeting Electronic Voting



## Article 4: Appropriate FY 2016 Operating Budget

0

Yes = 155   No = 3   Abstain = 4

Pass

7 Baker, Marsh	Yes	7 Gill, Catherin	Yes	7 Miller, Joyce	
7 Barnett, Eliza		7 Griffiths, Tho	Yes	7 Moroze, Benj	Yes
7 Benson, Don		7 Hamilton, Ma	Yes	7 Pompeo, Joh	
7 Burnell, Geor	Yes	7 Hoffman, Pa	Yes	7 Rubin, Paul	Yes
7 Burnell, Mary	Yes	7 Kanter, David	Yes	7 Sarles, Eliza	Yes
7 Costello, Patr	Yes	7 Marques-Pas	Yes	7 Wanderer, Th	Yes
7 Courtemanch	Yes	7 Martin, Fred	Yes	7 Xiao, Geoffre	No



# 2016 Challenges

- ✓ Federal Elections
- ✓ Election Reform
- ✓ Polling Location Changes
- ✓ Public Records Reform
- ✓ Laserfiche Expansion